

**CONFIDENTIAL**

23 November 1954

**MEMORANDUM FOR: Office of Scientific Intelligence**

Attn: [REDACTED]

25X1A

**Office of Research and Exports**

Attn: [REDACTED]

25X1A

**Office of Current Intelligence**

Attn: [REDACTED]

25X1A

**Office of Collection & Dissemination**

Attn: [REDACTED]

25X1A

**Office of Operations**

Attn: [REDACTED]

25X1A

**FI/RQM**

Attn: [REDACTED]

**SUBJECT: Coordination of  
Requirements for Collection**

1. In the last eight years as CIA and other intelligence agencies have developed and as joint efforts have been established, considerable attention has been given to the coordination of requirements for collection of information. The accumulation of present arrangements has developed by accretion rather than by any long term plan. During the last two years the questioning of the Bureau of the Budget with regard to the amount of resources and the coordination of activities in regard to collection have resulted in a recent effort by the BDA to provide some explanation of how coordination of collection activities takes place.

**CONFIDENTIAL**

**CONFIDENTIAL**

-2-

2. Because of the foregoing, it seemed that it might be desirable to develop a comprehensive and authoritative description of the coordination of requirements for collection for the following reasons:

(a) It may prove a useful document to the Director at next year's Budget call.

(b) It may expose improvements which might be undertaken jointly or separately by those with responsibility, or it might (though I am inclined to doubt this) expose the need for some additional coordinating mechanism.

(c) It might provide a useful statement which would have the effect of acquainting any reader with the problem of coordination of requirements in ways not previously possible, thus serving as an educational paper.

(d) It would serve as a bench mark established at this time and place which could later serve as a point of measurement against our progress in the future.

3. Whereas such a review as proposed must eventually require the participation of the other agencies, it would seem wise to initially obtain the views and experience of those within the Agency who are most familiar with this problem.

4. Accordingly, it would be appreciated if you would review the attached document, which is a draft prepared by us and borrowing in some cases from documents prepared by others. I am sure each section can be improved by those most familiar with the subject matter, and we will appreciate suggestions. Additional matters not included in the attachment but which are relevant and should be commented upon are:

(a) The impact of increasing intelligence reference assets on collection requirements, and

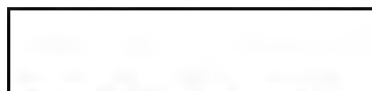
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**CONFIDENTIAL**

-3-

**(b) The desirability of reducing intelligence objectives to Essential Elements of Information.**

5. I have invited the individuals addressed in this memorandum to meet with me in my office, Room 1128 B Bldg., at 2:30 on Monday, 29 November 1954, so that we may discuss this matter. I hope that you will be able to attend.



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**Office of the Director**

**Attachment**

**Planning and Coordination Staff**

**Distribution:**

- 3 - PCJ
- 1 - Each Office addressed
- 1 - Chrono

**OD/PCJ:JCR:KLM (23 November 1954)**

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